DOCUMENT RESUME

ED 411 928 JC 970 541

AUTHOR Oromaner, Mark; MacPherson, Liliane; Lopez, Emma
TITLE Contributions of a Comprehensive Faculty and Staff Development Program to a Comprehensive Community College. Report 97.09-SR.
INSTITUTION Hudson County Community Coll., Jersey City, NJ.
PUB DATE 1997-10-00
NOTE 20p.
PUB TYPE Reports - Descriptive (141)
EDRS PRICE MF01/PC01 Plus Postage.
DESCRIPTORS *College Faculty; Community Colleges; *Faculty Development; Individual Development; Inservice Education; Mission Statements; Program Development; Program Implementation; School Community Relationship; *Staff Development; Two Year Colleges
IDENTIFIERS *Hudson County Community College NJ

ABSTRACT

Hudson County Community College in New Jersey adopted a new mission statement in April 1993, which radically changed the school from a limited-mission college to a comprehensive college devoted to serving the entire community's educational needs. A strong faculty and staff development program was necessary for this transition. A new program was implemented to provide for all employee categories and integrate all development activities. A Faculty and Staff Development Council was formed to receive input from all sectors of the College community. The general goal was to initiate programs that serve the College's mission. Goals such as community building can be achieved through activities that support a sense of community among employees or help to integrate employees of the school in to the larger community college world. Professional growth can be encouraged through activities that have a direct relationship to the role performance of employees. Personal growth can be fostered through programs that have a direct impact on the growth of employees as individuals. Recognition and appreciation can be conveyed through formal acknowledgment of extraordinary colleagues. Examples of the "Faculty and Staff Development Newsline" section of Network, the monthly publication concerning institutional and individual activities, are appended. (YKH)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED 411 928

HUDSON COUNTY COMMUNITY COLLEGE
25 Journal Square, Rm 317
Jersey City, New Jersey

Contributions Of A Comprehensive Faculty And Staff Development Program To A Comprehensive Community College

- Mark Oromaner,
  Dean of Planning and Institutional Research
- Liliane MacPherson,
  Chair, Faculty and Staff Development Council/
  Associate Professor, English
- Emma Lopez,
  Secretary, Faculty and Staff Development Council/
  Dean of Planning and Institutional Research

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)
☐ This document has been reproduced as received from the person or organization originating it.
☒ Minor changes have been made to improve reproduction quality.
• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

Report 97.09-SR
October 1997

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY
M. Oromaner
TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)"

Submitted to:
The David Pierce Leadership Awards Program,
1998 National Initiative for Leadership & Institutional Effectiveness
(NILIE), College of Education & Psychology,
North Carolina State University

IR 970 541

BEST COPY AVAILABLE

CONTRIBUTIONS OF A COMPREHENSIVE FACULTY AND STAFF DEVELOPMENT PROGRAM TO A COMPREHENSIVE COMMUNITY COLLEGE

1. APPROACH

On April 13, 1993, the Board of Trustees of Hudson County Community College (Jersey City, N.J.) adopted a new Mission Statement for the College. This statement called for a radical change in the nature of HCCC. This change, from a limited-mission college to a comprehensive college, is best expressed through quotations from the College's three mission statements:

1977 - 1982

> "Unlike many of the community colleges in the state system, Hudson County Community College does not aspire to be a comprehensive institution. Instead, its mission is to provide entry-level occupational and career certificate and AAS degrees to students who need preparation for employment or upgrading of current skills in their chosen vocation."

1983 - 1993

> "The College's primary programmatic mission is to provide certificate and associate degree programs to students who seek preparation for employment or upgrading of occupational skills through programs of study designed to lead to immediate employment or direct transfer to baccalaureate programs."

1993 - Present

> "Hudson County Community College is a comprehensive urban community college. The mission of the College is to offer high quality programs and services which are affordable, accessible, and community-centered. All programs and services are designed to meet the educational needs of a linguistically and ethnically/racially diverse community, and to promote the economic, technological, cultural, social, and civic development of Hudson County and its service areas."

The particular event of mission change coupled with more universal factors such as professional and technical knowledge obsolescence, the need to socialize new and old employees, employee burnout and the need for professional and career vitality, change in nature of students, and demands from external agencies made it evident that a strong faculty and staff development program was a

necessary condition for institutional transformation.

In the spring 1993 semester, the dean of planning and institutional research was charged with the task of institutionalizing a comprehensive staff development program. Prior to that time, a number of small, isolated staff development related programs and activities existed throughout the College. These included: tuition reimbursement, mid-career fellowship program with Princeton University, sabbaticals, and minor support for travel to conferences and for guest speakers. In place of these isolated opportunities, the new program was to be collegewide and comprehensive in the sense that it was to provide for all employee categories and was to integrate all development activities.

2. DEPLOYMENT

In order to receive input from all sectors of the College community, a 15 member cross-section advisory committee was established. Members of the committee serve two year terms, and approximately one-half of the membership is replaced each year. Commencing with the 1996 academic year, the chair of the committee also serves a two-year term. Three of the four chairs have been faculty members. At present, the chair receives three hours of release time.

Although the term "staff" in the original title of the advisory committee, Staff Development Committee, was meant to include all employees, during the 1996/97 year faculty members on the Committee pointed out that a number of their colleagues did not feel that this term conveyed the message that faculty were included. The Committee discussed this issue and changed the name to Faculty and Staff Development Council. The substitution of "council" for "committee" also brings about parallelism between this group and the Academic Affairs Council and

the Student Affairs Council. A subcommittee of the Council has been working on the issue of the inclusion of adjunct faculty on the Council. A mechanism for the identification of adjuncts for Council membership will be adopted early in the 1997 fall semester. Although adjuncts are not currently represented on the Council, a number of development activities have been extended to them, e.g., they are given a stipend of $25.00 for each in-house faculty seminar they attend, and they are eligible for a small grants award.

Faculty development must be central to any development program. At the same time, one of the ongoing issues facing the Council is the enhancement of the involvement of non-faculty, especially support staff in development activities. An affiliated group (Office Personnel Committee) was established; however, after a few meetings, this committee ceased to be active. Members of the support staff have attended regional professional development seminars, e.g., "Front-desk Survival Skills for Receptionists," and in-house workshops, e.g., "Word for Windows Introduction." In addition, two of the nine HCCC recipients of the National Institute for Staff and Organizational Development (NISOD) Excellence Award (The University of Texas) have been members of the support staff. In a similar manner, the president and supervisors (directors, deans, vice presidents) met on a monthly basis to exchange information and ideas. This Supervisors' Roundtable met for over one year. During the 1997/98 year, the involvement of non-faculty and the future of affiliated groups will be addressed.

3. RESULTS

The general goal of the Faculty and Staff Development Council is to support and initiate programs and activities that serve the mission of Hudson County

Community College as a comprehensive community college. The programs and activities of the Council can be placed within four broad categories. Examples from each category are presented below:

Community Building - Activities and opportunities in this category either support a sense of community among employees or help to integrate employees at HCCC into the larger community college world.

> Network. This monthly publication of the Office of College Advancement disseminates information concerning institutional and individual activities. Each issue contains a "Faculty and Staff Development Newsline."[1]
>
> Membership in national community college faculty, staff, and institutional development organizations. National Institute for Staff and Organizational Development (NISOD), The University of Texas; National Council for Staff, Program, and Organizational Development (NCSPOD); Alliance for Community College Innovation (League for Innovation in the Community College); National Initiative for Leadership & Institutional Effectiveness (NILIE), North Carolina State University.
>
> Convocation. Since 1993, the College has started each academic year with a convocation. The Keynote speakers have been: Dr. John Roueche, Dr. Terry O'Banion, Dr. George A. Baker III, Dr. George Vaughan, and Dr. Joshua L. Smith.
>
> Orientation Program. A program is held at the beginning of each semester.

Professional Growth - Activities and programs in this category have a direct relationship to the role performance of employees.

> Educational Opportunities. Sabbaticals; tuition reimbursement; tuition waiver; Mid-Career Fellowship Program with Princeton University; and The New Jersey Project On Inclusive Scholarship, Curriculum, and Teaching.
>
> Faculty and Staff Development Collection. A section of the College library contains approximately 450 volumes acquired specifically for development activities. In addition, the library houses a number of relevant journals and the Reavis Reading Collection (fastbacks and monographs published by Phi Delta Kappa Educational Foundation).

---

[1] See Appendix A for recent examples of the "Faculty and Staff Development Newsline" section of Network.

Small Grants. All members of the College community are eligible to receive a small grants award (up to $1500). Recent projects include: "An Oral History Of The Puerto Rican and Caribbean Students' Transgenerational Acculturation Experience," "Off-Broadway as an Introduction to Live Theater," "Interaction Among and Predictive Validity of the HCCC Placement Instruments," and "Improving Signing Ability for Counseling Deaf Students."

Internal Events. The Faculty and Staff Development Council works with the vice president for academic affairs to support a series of workshops, seminars, guest speakers, and college service days (4 per year) on an ongoing basis.

External Events. The Faculty and Staff Development Council works with other offices to support the participation of employees in state, regional, and national development-related conferences.

Leadership Programs. Employees have participated in national leadership programs such as the National Institute for Leadership Development, American Association of Women in Community Colleges and others; National Community College Chair Academy, Chair Academy and Maricopa Community Colleges; National Association for College Admissions Counseling Leadership Development Institute; Institute of Educational Management (IEM), Harvard University; and the Executive Leadership Institute, League for Innovation in the Community College and others.

Personal Growth - Activities and programs that have a direct impact on the growth of employees as individuals. These may also have an impact on their role as employees at HCCC.

Wine Tasting. Employees were invited to a wine tasting seminar sponsored by the Council and conducted by a faculty member of HCCC's Culinary Arts Institute.

TIAA-CREF Workshop. "The Road to Retirement: How Will You Get Where You Want To Go?" workshop was led by representatives from TIAA-CREF.

Sexual Harassment Workshops. Workshops for employees were conducted by an external attorney who specializes in this area of the law.

Performance Appraisal Workshops. Workshops for employees were conducted by an external human resources director.

Cardiopulmonary Resuscitation (CPR) Training. Training was provided for 15 employees.

Cholesterol Screening. Provided on an annual basis for all employees.

Recognition and Appreciation - Activities and programs in this category enable the College community to formally acknowledge the extraordinary contributions of HCCC colleagues.

Ongoing Events. Employees are recognized on an ongoing basis in the monthly Network publication, at monthly meetings of the Board of Trustees, and at the annual Convocation.

Professional Educator of the Year. Commencing with the 1996 academic year, the Office of College Advancement and a committee select the recipient of this award.

National Institute for Staff and Organizational Development (NISOD) Excellence Award. All employees are asked to submit a letter of nomination for a full-time colleague who has gone beyond his/her job responsibilities to make HCCC "a more pleasant, more efficient, and more stimulating place." The selection committee is composed of recent Excellence Award recipients. During the four years of HCCC participation, nine employees (5 faculty, 2 support staff, 1 associate dean, and 1 dean) have been recipients.

Service and Scholarship Recognition Publication. In the spring of 1997, all full-time employees were asked to indicate their activities in the areas of service to the college, participation in professional development, service to the community, career & professional recognition, and recognition related to hobbies and interests. The timeframe for this initial publication is September 1994 to December 1996. The first edition of the *Service and Scholarship Recognition* publication appeared in the fall of 1997.

The material presented above indicates that the College has put in place the organizational support (assignment to an Executive Council member, budget, and advisory committee) necessary for the institutionalization of a faculty and staff development program at HCCC. At the same time, it is clear that level funding has resulted in limitations on the types of activities provided, and the extent to which activities can be provided for large numbers of employees. It is anticipated that with additional internal and external funding, the program will be expanded and more responsive to the particular needs of the College and its employees at this

time in its history and their development.

A model for the use of external support is the application of the U.S. Department of Education Title III award to fund full-time and adjunct instructors each semester to participate in a General Education Faculty Development Seminar. To date, over 100 faculty members have participated. These seminars will go far to enhance the faculty's ability to translate the comprehensive community college model in the Mission Statement to a reality in the classroom. Finally from the point of view of employees, the introduction of an Individual Development Plan (IDP) program should go far to enable the Faculty and Staff Development Council to support additional meaningful programs and activities.

Appendix A

Examples of the
"Faculty and Staff Development Newsline"
section of *Network*

FACULTY AND STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

SERVICE AND SCHOLARSHIP

Mary Evans, College Advancement, has been initiated into the Jersey City Rotary Club.

Sandra Greene, Project CHANGE, participated in the Workforce Investment Board Statewide Meeting in Atlantic City, N.J.

Liliane MacPherson, Chair of the Faculty and Staff Development Council/English, Humanities, and Social Sciences has been appointed HCCC Campus Contact for The New Project On Inclusive Scholarship, Curriculum and Teaching.

Nabil Marshood, English, Humanities, and Social Sciences, has published a book entitled ***In Their Own Voices: Palestinian Teenage Refugees And Immigrants Speak Out***.

Victor Mastro, Mathematics, Science and Technology, had his research on the National Football League featured in an article entitled *Bronx Gridiron Continues* in ***The Bronx News***. Victor's article, *Go Figure How Cold It Is*, appeared in a mini-series published by ***The National Council of Teachers of Mathematics***.

Mark Oromaner, Planning and Institutional Research, served as a reviewer of manuscripts submitted to the American Association of Community College's new serial ***Removing Vestiges: Research-Based Strategies to Promote Inclusion***. His review of *Designing and Delivering Scientific, Technical, and Managerial Presentations* by Hager and Scheiber appeared in ***Science Books & Films***.

Grace Patterson and the Staff of the Library/Learning Resources Center have prepared a list of recent additions (August 1996-June 1997) to the Faculty & Staff Development Collection.

Jacqueline Shamburg, English, Humanities, and Social Sciences, participated in a panel on *New Perspectives in Feminist Pedagogy* at the ***Inclusive & Interdisciplinary Building the New Curriculum National Conference***, the University of Southern Maine.

Fred Taffy, Assessment Analyst, attended the ***Evaluating Your Program: How Good Evaluation Is Not Only 'Do-Able' But Vital As a Management and Fundraising Tool Conference*** at the Literacy Assistance Center, New York City.

Paula Tsarides, English, Humanities, and Social Sciences, has had her recently prepared ***Human Services Field Placement Manual*** accepted as an ERIC Document.

RECENT PROJECTS AND EVENTS

Forty-nine full-time members of the faculty, staff, and administration contributed to the first edition of the ***Service and Scholarship Recognition*** publication. Copies were distributed at the Convocation and to each contributor. Members of the recognition committee were: **Vivian Aronow**, **Daisy Baiza**, **Janique Caffie**, **Patrick Shalhoub**, **Mojdeh Tabatabaie**. A special note of appreciation is extended to **Siroun Meguerditchian** (Recognition Committee chair), **Liliane MacPherson** (Council chair), and to **Emma Lopez** (Council secretary).

Dr. Joshua L. Smith was the keynote speaker at the ***Fifth Annual Convocation***. Dr. Smith is Professor in the Program in Higher Education Administration and Director of the Center for Urban Community College Leadership, New York University. Dr. Smith's presentation reflected the theme of the Convocation, *The Community College: A Challenging Instrument Of Access*.

The theme of the **All-College Faculty Orientation** was *Access and Accountability*. Speakers presented an update of academic and student services, faculty and staff development, grants, the faculty development seminar (Title III), continuing education, and HCCC's self-study/reaffirmation of accreditation.

BEST COPY AVAILABLE

Participants in the Fall 1997 *Title III Faculty Development Seminar* are: **Sheri Meyer, Anita Polanco,** and **Mary Burke,** Counselors; **Gary Bensky** and **Sami Khouzam**, Faculty, Culinary Arts; **Cynthia Bass, Maureen LaMarca,** and **Joan Rafter,** Faculty, English, Humanities, and Social Sciences.

Participants in the Fall 1997 *Title III Adjunct Faculty Development Seminar-A* are: **Jane Barnes, Robert Sollfrey,** Business and Allied Health; **Frederick Gratiot,** English as a Second Language; **Joseph Caporale, Robert Markovic, Maria Plochocki**, and **Julie Ulesky**, English, Humanities, and Social Sciences; **Elizabeth Belisle**, Mathematics, Science and Technology.

Participants in the Fall 1997 *Title III Adjunct Faculty Development Seminar-B* are: **Kimberly Belchere, Kathy Bingham, Consuelo Bonillas, Lee Harclerode, Debra Ream, Debra Smith**, and **Meredith Wilkinson**, English, Humanities, and Social Sciences; **Karen Reid**, Mathematics, Science and Technology.

All seminars are led by **Elaine Foster**, English, Humanities, and Social Sciences.

PRINCETON MID-CAREER FELLOWSHIP PROGRAM

Applications for the 1998-99 academic year Princeton Mid-Career Fellowship Program are available. We encourage faculty and administrators to apply. There will be two rounds of applications. The deadlines are: November 5, 1997 and March 4, 1998. (Emma Lopez, 714-2113).

WORKSHOPS

The Faculty and Staff Development Council is pleased to present the following Faculty Development Workshops. All members of the College Community—full-time and adjunct faculty, counselors, administrators, support staff—are invited to attend. Adjunct faculty will be compensated $25.00 per session attended.

Workshops being offered for the month of November:

Using EXCEL to Facilitate Grading, conducted by Eli Weissman, Instructor/Business Data Processing. Scheduled: Monday, November 3, 2-3 p.m., room to be announced.

Maintaining Standards: ENG 101 and The Writing Proficiency Test, conducted by Elaine Foster, Professor, English, and Sally Kress, Instructor, English, and HCCC Scoring Committee Chair. Scheduled: Monday, November 10, 3:30-5 p.m., Room 108 Library; Tuesday, November 11, 5-6:30 p.m., Room MID 3110.

Class Reunion—When Grammar Meets Writing, conducted by Vivian Aronow, Instructor/ESL Writing Coordinator. Scheduled: Thursday, November 13, 4:15-5:30 p.m., Room PA 311; Thursday, November 20, 12:45-2 p.m., NHC.

Writing with Technology—An Exciting Alternative, conducted by Patricia Jones-Serrette, Coordinator/Writing Center. Scheduled: Tuesday, November 18, 12:30-1:45 p.m., Writing Center; Monday, November 24, 4:45-6 p.m., Writing Center.

CALL FOR PARTICIPANTS IN AN INFORMAL STUDY AND RESEARCH GROUP ON COMMUNITY COLLEGES

Any member of the faculty, administration, or staff who is interested in exploring aspects (to be determined) of community colleges should contact ext. 2113, Emma Lopez. The idea is for a fairly small number of us to explore two or three issues with the aim of preparing a paper on each for publication. We may also decide to invite external colleagues to present their ideas and current projects to us. If there is sufficient interest, Mark Oromaner will arrange for the first meeting.

BEST COPY AVAILABLE

FACULTY AND STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

SCHOLARSHIP AND SERVICE

Dr. Felix Aquino, Dean, North Hudson Center/Instructional Support Services, was appointed to the Board of the Hudson County Chapter of the Urban League.

Jani Decena-White, George Satterfield, Rosie Soy, and Barry Tomkins of the English, Humanities & Social Sciences Division contributed to *Exploring America's Communities In Quest Of Common Ground: A National Conversation On American Pluralism And Identity Project* published by the ***American Association of Community Colleges*** and developed with support from the ***National Endowment for the Humanities***. The monograph "reports on the accomplishments of 41 community colleges that were competitively selected to address their colleges' specific needs toward strengthening and enhancing the teaching and learning of American pluralism and identity on their campuses."

Dr. Glen Gabert, HCCC President, was elected president of the *New Jersey Association of Colleges and Universities* for 1997-1998. President Gabert was also appointed to the national panel of judges for the *Professor of the Year Award* sponsored by the ***Council for the Advancement and Support of Education*** in cooperation with the ***Carnegie Foundation***.

Dr. Chanida Katkanant, Director, Institutional Research, attended the annual ***Association for Institutional Research Forum*** in Lake Buena Vista, Florida. She attended a workshop on *Art & Craft of Policy Analysis*.

Mark Oromaner, Dean, Planning and Institutional Research, served as a reviewer of papers submitted for presentation at the 1997 meeting of the ***Association for the Study of Higher Education (ASHE)***. Recent book reviews include *Miles To Go: A Personal History of Social Policy* by Daniel Patrick Moynihan in ***Choice*** and *Tenure and Promotion for Academic Librarians* by Carol W. Cubberley in ***Information Outlook***.

Rosie Soy, Instructor, English, made a presentation at the ***11th Annual Caribbean Association of Professionals and Scholars Conference*** held at Medgar Evers College, CUNY. The research for her topic *Migration Experiences of Dominican and Puerto Rican Women in the U.S.: Similarities and Differences*, was partially supported by a faculty and staff development small grants award.

COLLEGE SERVICE DAY

Congratulations to The College Service Day Committee (Lloyd Kahn, chair, J.S. Duggal, Issam El-Achkar, Sal Figueras, Dina Genovese, Linda Miller, Jacqueline Shamburg) for organizing another successful service day. The Guest Presenter, Dr. Leslie Agard-Jones of William Paterson College spoke on *Race and Gender Issues in the Campus College Community: A Male Perspective*. This lecture was followed by a series of workshops led by HCCC faculty and staff:

Lloyd Kahn - *Cloning and Biotechnology and Concomitant Social, Political, and Ethical Considerations*
Badi Mulumba - ***Power Point: A Tool For Information Delivery***
Grace Patterson - *Electronic Searching Using CD-Rom*
Nabil Marshood - *Statistics As A Measurement Tool For Social Sciences*
Youcef Oubraham - *Internet: Contemporary Usage*

IN MEMORIAM: HECTOR VALDES

Two years ago one of the College's long-term and most committed employees, Hector Valdes, retired. This was a loss for the entire college community. On May 30, 1997, Hector Valdes died. This was a loss for all of us who had the privilege of knowing Hector and of calling him "friend." Hector was fortunate that he was able to serve three of the things he valued most: his adopted country, his community, and his college. Hector would always point with pride to the role that his college plays in the lives of immigrants and others in Hudson County, and he would always refer to his country as "numero uno." For many of us, Hector remains "numero uno."

BEST COPY AVAILABLE

COUNCIL HOSTS WINE TASTING AT THE CULINARY ARTS INSTITUTE

The Faculty and Staff Development Council hosted a wine tasting seminar on Friday, April 18 at the College's Culinary Arts Institute. The seminar was conducted by **Chef Paul Dillon**, Associate Professor, Culinary Arts.

Over twenty participants sampled wines from various vineyards worldwide. They learned to appreciate wine for its sight (clarity, color, body), its smell (aroma, bouquet) and its taste (dryness, finish, overall).

The participants began the evening with two distinct chardonnays, one from the Rosemont Estate in Australia, the other from the Raymond Reserve in Napa Valley, California.

Chile offered a cabernet sauvignon from Los Vascos to the delight of the group. The tasters were then transported to France, where they sipped on *Puligny Montachet, Latour* from COTE-D'OR, Burgundy; *Chateau de la Courd'Argent* from Gironde, Bordeaux; and *Chateau Simmard* from Saint Emilion, Gironde, Bordeaux.

But which wine is the best for your meals? According to Chef Dillon, "The best wine for any occasion is the wine you like the best."

The Council wishes to thank **Siroun Meguerditchian**, Executive Director of the Culinary Arts Institute, for use of the facility, Chef Dillon for his lecture, **Grace Patterson and her staff** for providing a bibliography on wine publications, and the members of the College who participated in this event.

INSTRUCTIONAL TECHNOLOGY INTERESTS

On the basis of a questionnaire distributed a the January College Service Day, Dan Knorowski, Instructional Lab Manager, reports that the items of interest to the largest number of faculty are: Computer Use, Internet Functions, Email, Interactive TV, and the use of the audio-visual equipment.

KUDOS AND PLAUDITS

Adriana Flores-Kuhn, Instructor/Coordinator, Early Childhood Education, was selected by the *New Jersey Association of Early Childhood Teacher Educators* to be its representative to the *New Jersey Child Care Advisory Council*. As a representative, Flores-Kuhn will have an opportunity to represent community college and early childhood education programs before a statewide forum. The Council is mandated by the State Legislature to advise and make recommendations on child care issues, policies and programs through the Department of Human Services and the Department of Community Affairs.

Victor Mastro, Assistant Professor, Mathematics, was featured in *The Jersey Journal* and *The India Times* for his colorful math wall mural depicting the mathematics of India.

Mark Oromaner, Dean of Planning and Institutional Research, served on a 15-member national review panel to provide guidance for the Jossey-Bass newsletter *On the Horizon: The Environmental Scanning Publication for Educational Leaders*. Also, in a letter in *Community College Times*, Oromaner suggested that it would be worthwhile to examine the image of community colleges in the mass media.

Jacqueline Shamburg, Instructor, Psychology, attended *The Second Rutgers Symposium on Self and Social Identity* on April 25-26 at Rutgers' Continuing Education Center in New Brunswick. The symposium, entitled *Self, Social Identity, and Physical Health: Interdisciplinary Explorations*, examined the existing and potential areas of interface between concepts and methods that have contributed to the understanding of self and social identity, and those associated with the study of physical health and disease.

BEST COPY AVAILABLE

FACULTY AND STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

PRESENTATION AT NATIONAL INSTITUTE FOR STAFF AND ORGANIZATIONAL DEVELOPMENT CONFERENCE

Congratulations to **Mojdeh Tabatabaie**, Associate Professor/Coordinator, Engineering Science, and **Dr. Yousef Oubraham**, Instructor, Computer/Electronics Engineering Technology. **Their paper** *Home Page Design for Educators: An Extension of the Classroom* **has been accepted for presentation at the** *1997 NISOD International Conference on Teaching and Leadership Excellence* on May **25-28, 1997.**

LEAGUE FOR INNOVATION CERTIFICATE OF RECOGNITION

Estelle F. Greenberg, Director, Grants, and **Sandra Greene**, Director, Project CHANGE, **each received** a certificate of recognition from the ***League for Innovation in the Community College***. **This was for their** contribution to the League's monograph *Preparing a Twenty-First Century Work Force: Innovations in Programs and Practices*.

ADJUNCT FACULTY DEVELOPMENT SEMINAR APPLICATIONS

Adjunct faculty who have not received the ***Adjunct Faculty Development Seminar Application*** for the Summer 1997 Seminars should contact the Faculty Development Seminar Coordinator, **Elaine Foster**. The ongoing seminar series for adjunct and full-time faculty is supported by the College's U.S. Department of Education Title III Grant. These small seminars (eight participants each) meet for **eight sessions**. All seminar topics revolve around the central theme of *Professional Roles of Community College Faculty*. Additional seminars will be held during the Fall 1997 and the Spring 1998 semesters. Contact: Elaine Foster, 714-7155, English, Humanities, and Social Sciences Division.

FACULTY WORKSHOPS - SPRING 1997

The following workshops are being offered in April.

The Ten Misconceptions of Human Communication, April 2, 4-5 p.m., (Room PA 309)
Electronic Searching in the Library, April 17, 5:30-7:30 p.m., (Library LRC)
Web Page Design for Educators: An Extension of the Classroom Environment, April 30, 3-5 p.m., (Room SP 205)

INFORMATION RESOURCES FOR COMMUNITY COLLEGES

The Web Site *http://www.mail.dist.maricopa.edu/collegues.html* provides access to 45 community college sites. Check it out.

Please submit all Faculty and Staff Development items to:
Emma Lopez, x 2113
25 Journal Square, Rm 317

BEST COPY AVAILABLE

FACULTY AND STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

JOAN RAFTER AWARDED PH.D. (APPLIED PSYCHOLOGY, NEW YORK UNIVERSITY)

On December 16, 1996, Joan Rafter successfully defended her dissertation, *An Exploration of the Reading Strategies and Comprehension of College Students from Diverse Cultural Backgrounds*. Her research involved twenty students from HCCC who read a selection of psychology text and "thought-aloud" about what they were doing as they read. Transcriptions of these readings and interviews with all participants were the basis of Rafter's analysis.

A special congratulations to Joan Rafter, Ph.D., our first staff development chairperson.

1997 NISOD EXCELLENCE AWARDS RECIPIENTS

The 1997 NISOD Excellence Awards recipients have been selected. HCCC President Glen Gabert has submitted the names of the candidates chosen by the Selection Committee.

The candidates chosen are: **Rita Salvador**, Office Manager; **Joseph Colicchio**, Instructor/Coordinator of Reading; **Issam El-Achkar**, Assistant Professor/ Coordinator of Electrical Engineering Technology; and **Youcef Oubraham**, Instructor, Computers/ Electronics Engineering Technology.

The awards will be presented at the May Conference of NISOD in Austin, TX.

REMINDER!

The MID-CAREER FELLOWSHIP PROGRAM sponsored by Princeton University and the New Jersey Community Colleges Partnership has a deadline of March 4, 1997 for the second round of applications.

If interested, please contact Emma Lopez, Staff Development Department at x2113.

"GENERAL EDUCATION" THE THEME OF COLLEGE SERVICE DAY

by Barry Tomkins, Associate Dean English, Humanities and Social Sciences

Faculty returned from the winter vacation for *College Service Day* on January 6, the first of three such days scheduled for the Spring 1997 semester. The theme of the day *General Education* is HCCC's curriculum transformation project funded through our Title III Strengthening Institutions Grant.

Dr. Abegail Douglas-Johnson, Vice-President/ Academic Affairs, began the day with opening remarks about the state of instruction at HCCC. Dean Barry Tomkins, Chair/General Education Committee, followed by outlining the seven main elements of the grant project: developing a philosophy of General Education and objectives for student learning; revising degree curricula; revising course outlines; developing new courses; setting new standards; improving academic advising; and providing Faculty Development Seminars. Faculty broke into workshops for the remainder of the day:

Maintaining Standards: ENG 101 and the Writing Proficiency Test
Curriculum Development in General Education
New Title III-funded General Education Courses at HCCC
Using the Internet in Higher Education
Essential Support: Tutoring at HCCC

There will be two more *College Service Days* this semester:

Wednesday, April 16: "*Science & Technology*" (tentative)
Thursday, May 15: "*The Faculty Development Seminar: Final Projects.*"

Please submit all Faculty and Staff Development items to:
Emma Lopez, x 2113,
25 Journal Square, Rm 317

BEST COPY AVAILABLE

FACULTY & STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

TITLE CHANGE

At the November 20th Staff Development Committee meeting, members of the committee voted a change of the title from Staff Development Committee to *Faculty and Staff Development Council.*

FACULTY AND STAFF DEVELOPMENT SUB-COMMITTEES

A listing of the subcommittees provides a good indication of the areas of focus for the 1996/97 year. They are:

Adjunct Issues Committee (**Dan Bozza**, Chair)
Faculty Development Workshops Committee (**Mojdeh Tabatabaie**, Chair)
Employee Orientation Committee (**Lois McGuire**, Chair)
NISOD Excellence Awards Committee (**Elaine Foster**, Chair)
Small Grants Committee (**Estelle F. Greenberg**, Chair)
Staff Development Forum Committee (**Patrick Shalhoub**, Chair)
Staff Development Handbook Committee (**Liliane MacPherson**, Chair)
Staff Development Recognition Committee (**Siroun Meguerditchian**, Chair)

CONFERENCES ATTENDED BY MEMBERS OF THE COLLEGE COMMUNITY

• The *Second Annual Mid-Atlantic Regional Community College Chair/Dean Conference* was attended by **Daniel Bozza**, Associate Dean, Business & Allied Health Division. Held in Blue Bell, PA., the theme of the conference was *Problems that Rock the Chair.*

The workshops Dan attended included: *The Role of the Community College Chair in Organizational Change*; *Adjunct Faculty: A Model for Recruitment, Training, and Retention*; and *Men & Women & Communication.*

• **Mark Oromaner**, Dean/Planning & Institutional Research, attend the *Outcomes Assessment Symposium for Two-Year Colleges* conference sponsored by the Commission on Higher Education, Middle States Association (CHE/MSA). Participants were able to exchange views on the importance and complexity of defining/measuring outcomes appropriate for community colleges in general and for each college and program in particular. They were also able to review the CHE/MSA 1996 publication entitled ***Framework for Outcomes Assessment.*** Outcomes assessment at the course, program, department, and institutional level will play an increasing greater role at HCCC.

• Three members of the Staff Development Committee attended the 19th Annual NCSPOD (National Council for Staff, Program and Organizational Development) conference in Seattle, WA. **Liliane MacPherson** (Chair), **Elaine Foster** and **Mojdeh Tabatabaie** attended. The theme for the day was: *NCSPOD Networks: Connecting Past and Future.*

They attended numerous workshops on staff and organizational development, spoke to many "developers" from other communities all around the country, and heard inspiring speeches from experts in the field.

BEST COPY AVAILABLE

The conference experience confirms what many of us know: HCCC has done and is continuing to do much in the area of faculty and staff development on a limited budget with a limited number of staff.

Liliane, Elaine and Mojdeh have come from the conference with new and creative ideas, practical knowledge, and most important, the motivation to continue in their work in our comprehensive faculty and staff development program.

• Faculty members **Patricia Jones-Serrette** and **Janet Decena-White** attended the *Caribbean Women's Conference*. This conference brings together women writers and scholars from throughout the Caribbean. Conference workshops included readings from incomplete dissertations, abstracts from completed novels or works-in-progress, and informational seminars on publishing and bringing Caribbean literature into the classroom.

Janet spoke on her experiences as a Latino woman and up-coming writer. In May she attended another *Caribbean Conference* in Puerto Rico. Patricia submitted an abstract of her thesis on *Caribbean Dialect* to be included in an issue (of a series) on Caribbean Women Writers. Patricia and Janet are members of the *Caribbean Women Writers Association*.

• **Rosie M. Soy** presented a panel/paper proposal in the academic program of the *Second Conference of the Puerto Rican Studies Association*. The theme was *Transcending Boundaries: Fostering Dialogues Between the Island and Its Diaspora*. Rosie's presentation, based on her research of students' family narrative projects, addresses one of the related issues of the conference's theme: similarities and differences in the migrant experiences of Puerto Ricans and other Latino and Caribbean groups in the U.S. A portion of her research has focused on the immigrant experiences of female Dominican and Puerto Rican students.

Rosie's research was supported by a 1995 HCCC Small Grants Award.

• **Ronald Graham** attended the *1996 International Community College Work Force Development Conference*. The conference was sponsored by NILIE (National Initiative for Leadership & Institutional Effectiveness) North Carolina State University. The conference was designed to provide attendees with a vision for transitioning their teaching, departments, or organizations toward higher productivity.

Speakers included **Dr. David R. Pierce**, President and CEO, American Association of Community Colleges, and **Dr. K. Patricia Cross**, David Pierpont Gardner Professor of Higher Education, University of California at Berkeley.

• **Elaine Foster, Jane Isenberg, and Jackie Shamburg** attended the conference of the New Jersey Project on Inclusive Scholarship, Curriculum, and Teaching. This special conference celebrated the tenth anniversary of the work of the New Jersey Project as the nation's first and only statewide, state-funded education transformation project dealing with issues of gender, race/ethnicity, class, culture, and sexuality. The theme of the conference was *Transforming The Curriculum Ten Years Later*.

Please submit all Faculty and Staff Development items to:
Emma Lopez, x 2113
25 Journal Square, Rm 317

BEST COPY AVAILABLE

STAFF DEVELOPMENT NEWSLINE

Contact: Mark Oromaner, Dean
201-714-2245

THE GLOBAL EDUCATION PROJECT

Professor Jose A. Carmona participated in the two-week summer institute sponsored by the NJ Global Education Project. The Institute's theme was *Economic Globalization and Environmental Sustainability: Challenging Existing Pedagogies*. Upon completion of the Institute, Jose will conduct workshops for HCCC faculty on the integration of global economic and environmental issues in the curriculum. HCCC's strong ESL/bilingual offerings and the emerging modern languages courses provide a solid basis for the "globalization" of the curriculum.

COLLEGE SERVICE DAY HELD

On May 16, 1996, the fourth College Service Day for the 1996-97 academic year was conducted. The theme for the day was *Communication in the Global Workplace: Preparing HCCC Students for the 21st Century*. Over 50 members of the faculty/staff attended. Welcoming remarks were made by Dr. Abegail Douglas-Johnson, Vice President for Academic Affairs.

The morning workshop on *The 5C's at HCCC: Strategies for Student Empowerment* was conducted by Dr. Nancy Steffen-Fluhr, Ph.D., Associate Professor of English, New Jersey Institute of Technology. Three concurrent workshops were conducted by Abegail Douglas-Johnson, Vice President for Academic Affairs; Mark Silliman, Asst. to the Vice President for Academic Affairs; and Barry Tomkins, Associate Dean, English, Humanities and Social Sciences.

MIS STAFF ATTEND WORKSHOP

On May 24, 1996, Georgia Brooks, Software Support Technician; Albertino Silva, PC Technician; and Raul Coto, PC Technician, attended the *How to Identify and Fix Pesky PC Problems (Without Calling a Repairperson)* workshop. The workshop was conducted by Padgett Thompson.

8TH ANNUAL SUMMER INSTITUTE

Frank Alston, Director, EOF and Janique Caffie, Director, Center for Counseling and Advisement attended the 8th Annual Summer Institute on *Institutional Effectiveness and Student Success in the Community College*. The Institute, held in Charleston, South Carolina, was sponsored by the Consortium for Community College Development; co-sponsored by the American Association of Community Colleges and the Association of Canadian Community Colleges; and hosted by Midlands Technical College.

REAVIS READING AREA ESTABLISHED IN LIBRARY

The Reavis Reading collection of over 300 monographs and fastbacks has been moved to the Faculty/Staff Collection area of the College's library at 25 Journal Square. This continuing collection is provided by the Phi Delta Kappa Educational Foundation.

Please submit all Staff Development items to:
Emma Lopez,
25 Journal Square, Rm 317, x2113

BEST COPY AVAILABLE

FACULTY WORKSHOPS SET FOR MARCH

The Division of English, Humanities and Social Sciences, in conjunction with the Staff Development Committee, will be offering Faculty Development Workshops throughout the months of March. The workshops will be conducted at 25 Journal Square, Historic Pathside Building.

All members of the College community -- full-time and adjunct faculty, counselors, administrators, support staff -- are welcome.

The workshop schedules and titles are:

March 4, 3:30 - 4:45 pm, Room PA 312:
Microsoft Word for Windows: Beyond the Basics. Conducted by Patricia Jones-Serrette, Writing Center Coordinator/Instructor, English.

Topics will include cut-and-paste, copying and moving text, using WIZARD to create memos and resumes, and using the CD-ROM. CD-ROM programs installed in the Writing Center include an illustrated encyclopedia, thesaurus, dictionary--and more.

March 14, 3:40 - 4:35 pm, 5:50 - 7:00 pm, Room PA 309:
Humor Enhances Learning. Conducted by Esther Berman, Assistant Professor, English.

Learning doesn't have to be a serious business! Discover the importance of introducing humor into the learning process. Comedy creates an enjoyable atmosphere and helps foster involvement in the classroom.

March 20, 3:40 - 5:00 pm, 5:40 - 7:00 pm, Room PA 309:
Teaching ENG 101 and the Writing Proficiency Test. Conducted by Elaine Foster, Professor, English/ Coordinator, Writing Scoring Committee; and Dr. Theodore Khapertian, Professor, English/ Coordinator, English & Humanities.

Professors Foster and Khapertian will explain the thinking behind the Writing Proficiency Test -- the writing examination that students must pass in order to succeed in ENG 101 College Composition I -- and also College procedures associated with it. Participants will have the opportunity to read writing samples of various levels of proficiency and to practice scoring them.

March 21, 5:50 - 7:00 pm, Room PA 309:
Accommodating the Learning Disabled/Physically Challenged Student. Conducted by Dr. Mitchell Levy, Special Needs Counselor/Adjunct Instructor, Psychology; and David Denotaris, Placement Coordinator, Project Horizons.

Participants will be provided the opportunity to increase their awareness of learning disabilities and physical challenges. Suggestions for accommodating students will be presented and discussed.

March 27, 5:50 - 7:00 pm, Room PA 309:
Writing Across the Curriculum. Conducted by Dr. Marlene Pomper, Director, General Education.

The philosophy and objective of the Writing Across the Curriculum movement will be presented with the opportunity to gain first-hand experience in the ways that writing may facilitate learning across the disciplines. By sharing these ideas in small discussion groups and participation in the seminar as a whole, attendees will have the chance to improvise, write collaboratively, and to revise a lesson in one's own discipline.

March 28, 3:40 - 4:35 pm, 5:50 - 7:00 Room PA 309:
The HCCC Reading Placement Test. Conducted by Joseph Colicchio, Instructor, English/Basic Reading Coordinator.

Mr. Colicchio will explain the philosophy behind the Reading Placement Test, how it is scored, and how to prepare students for it. While most useful for teachers of Basic English, this workshop will be of interest to all members of the College community.

BEST COPY AVAILABLE